

Your local, edible garden specialists



Leaf, Root & Fruit

Gardening Services

Leaf, Root & Fruit Pty. Ltd.

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Job Description

Job title: Internship

Version: 1.0 (03/02/2020)

Reporting to	Director
Salary	Unpaid position
Hours	One day per week (Wednesday). 8am to 4pm
Location	This position is based at Kyneton.

Purpose of the position

The Director of Leaf, Root & Fruit and his family have recently moved to a 6 acre property in rural Victoria (Kyneton). The move to this property aims to:

- Improve their levels of self-sufficiency
- Provide the space required for the LRF business to propagate plants for upcoming client projects.
- Provide a space to host workshops on growing food, including an onsite classroom
- Provide opportunities for the community to learn, grow and participate

This position is an unpaid internship designed to assist with the above aims. The intern will assist with the improvement and maintenance of the property, particularly focusing on the productive crops such as veggie patch and orchards. It is intended to be a fair exchange of skill and knowledge building in return for labour. The intern will gain experience in different aspects of Permaculture, plant propagation, landscaping and horticulture.

Responsibilities & duties

Responsibility 1 – Assist with day to day activities on the property

This includes tasks such as:

- Planning, planting and maintaining vegetable crops
- Plant propagation for the LRF plant nursery
- Orchard care and maintenance
- Installing or troubleshooting irrigation
- Harvest and preserving of produce
- Planning and execution of new projects (such as orchards, netted enclosures, new gardens) on the property
- Help to set up and run on-site workshops
- Other horticultural activities

Work standard: The role requires staff to be well organised and to adhere to timelines. A degree of flexibility to deal with the changing demands of this role is essential. This role may involve tasks such as digging, moving mulch and soil, installing

irrigation, installing structures, planting, watering, harvesting and other landscaping duties. Staff will, at times, be expected to work autonomously. Staff must follow safe work practices and adhere to OH&S standards as laid out in the Staff Handbook.

Academic & trades qualifications

Essential qualifications

- A current Working with Children Check

Desirable qualifications

- A full, manual drivers license
- Permaculture Design Certificate

Work experience & skills

Essential experience & skills

- None, all required skills and training will be provided on the job.

Desirable experience & skills

- Experience with growing fruit and vegetables, including the ability to identify common varieties.
- Experience with petrol operated power tools such as whipper snippers, chain saws, lawn mowers and hedge trimmers
- Ability to tow and reverse a trailer

Personal qualities & behavioural traits

Essential qualities or behaviors

- Attention to detail
- Ability to communicate effectively and professionally
- Good time management and organizational skills
- Ability to work autonomously and fill various roles within a team environment
- Ability to accept constructive criticism and praise
- Honesty and the ability to take responsibility and ownership of successes and failures
- Reliable and punctual

Internship Benefits

Whilst being an unpaid position, the internship is designed to be fair for all parties. To this end, the following opportunities will be available to interns in appreciation of their efforts:

- On the job training to give you experience with, (but not limited to) plant propagation, horticulture, irrigation, permaculture design, preserving, landscaping, orchard management, grafting and pruning.
- A fair share of seasonal produce harvested (ie a reasonable amount of produce that can be utilised and consumed by the intern and members of their immediate household). This includes fruit, vegetables, eggs and preserves that the intern has contributed to the production of

- Opportunities for mentoring on topics of your choice with the Director, during the one-hour lunch break. This can include review and feedback on your own design work, access to the LRF book library, mentoring and feedback on your own business ideas, or any other questions you may have.
- Free attendance to any LRF run workshops for the duration of your internship
- Access to seeds, cuttings and plant propagation materials for personal use

Career Pathways

For Interns who excel in this role, show enthusiasm, reflect the LRF core values and professionalism, this role may lead to the following opportunities:

- Paid employment with Leaf, Root & Fruit
- Arrangements to utilise land and infrastructure on the property to grow vegetable crops (either domestic or commercial crops) outside of the internship scope
- Opportunities to collaborate with the business in other capacities

Relationships

Details of relationships relevant to this role

- This role will report to the Director
- It will not usually require contact with clients or members of the public

Employee signature: _____

Employee name: _____ Date: _____

Manager's signature: _____

Manager's name: _____ Date: _____

Performance review period: Initially a three month probation period. After that, performance is to be reviewed at least annually.

Next review date: